

November 10, 1998

TO: Members of the MAG Management Committee

FROM: Frank Fairbanks, Phoenix, Chairman

SUBJECT: MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA

Wednesday, November 18, 1998 - noon (Meeting will begin promptly at noon)
MAG Office, Suite 200 - Saguaro Room
302 North 1st Avenue, Phoenix (see enclosed map)

Please park in the garage under the Norwest Bank Building, bring your ticket, parking will be validated. For those using transit, the Regional Public Transportation Authority will provide transit tickets for your trip. For those using bicycles, please lock your bicycle in the bike rack in the garage.

The next Management Committee meeting will be held at the MAG offices at the time and place noted above. The agenda and summaries are being transmitted to the members of the Regional Council to foster increased dialogue regarding the agenda items between members of the Management Committee and Regional Council. Members who wish to remove any items from the Consent Agenda are requested to contact the MAG office. You are encouraged to review the supporting information enclosed. Lunch will be provided at a nominal cost.

Members are reminded of the importance of attendance by yourself or a proxy. Anytime that a quorum is not present, we cannot conduct the meeting. Please set aside sufficient time for the meeting, and for all matters to be reviewed and acted upon by the Management Committee. Your presence and vote count.

**MAG MANAGEMENT COMMITTEE
TENTATIVE AGENDA
NOVEMBER 18, 1998**

COMMITTEE ACTION REQUESTED

1. <u>Call to Order</u>	
2. <u>Approval of October 14, 1998 Meeting Minutes</u>	2. Review and approve October 14, 1998 meeting minutes.
3. <u>Call to the Audience</u> An opportunity will be provided to members of the public to address the Management Committee for items that are not included on the agenda. Citizens will be requested to not exceed a three minute time period for their comments. A total of 15 minutes will be provided for the Call to the Audience agenda item, unless the Management Committee requests an exception to this limit.	3. For information.
4. <u>Executive Director's Report</u> The MAG Executive Director will provide a report to the Management Committee on activities of general interest.	4. For information and discussion.
5. <u>Approval of Consent Agenda</u> Prior to action on the consent agenda, members of the audience will be provided an opportunity to comment on consent items that are being presented for action. Following the comment period, Committee members can request that an item be removed from the consent agenda. Consent items are marked with an asterisk.	5. For information, discussion and recommendation to approve the Consent Agenda.

***ITEMS PROPOSED FOR CONSENT**

TRANSPORTATION ITEM

*6. <u>Enhancement Funds Working Group Round VI Recommendations</u> The Enhancement Funds Working Group was formed by the MAG Regional Council in April 1993 to review and recommend a ranked list of TEA-21 Enhancement Fund applications from this region to	6. For information, discussion, and recommendation to forward the Enhancement Funds Working Group ranked list of applications to the Arizona Department of Transportation.
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the State Transportation Enhancement Review Committee (TERC). This year, 15 enhancement fund applications were received. Applications for local funds totaled approximately \$ 4.2 million for \$5.5 million available Statewide. Applications for State funds received totaled approximately \$2.4 million for \$3.5 million available Statewide. The Working Group will rank applications at the November 12, 1998 meeting. The Working Group recommendations will be provided to members of the Management Committee following the meeting.

*7. Request for MPO Approval of Federal Transit Administration Job Access and Reverse Commute Competitive Application

In the reauthorization of the Transportation Equity Act for the 21st Century (TEA-21), \$75 million was allocated to the Federal Transit Administration for the Job Access and Reverse Commute Competitive Grants Program. The purpose of the funding is to establish a regional approach to job access challenges through the establishment of a Regional Job Access and Reverse Commute Transportation Plan. Projects derived from this plan are to support the implementation of a variety of transportation services that may be needed to connect welfare recipients to jobs and related employment activities. All projects funded under the grant program must be derived from the regional plan. The MAG Plan is currently being developed through the Special Transportation Needs Study approved by the Regional Council. In urbanized areas with 200,000 population or more, Metropolitan Planning Organizations select the applicant. FTA urges MPOs to designate a single recipient to submit a consolidated application. For this metropolitan area, MAG is recommending that Maricopa County submit the consolidated application to include the Maricopa County Maricopa County Social Services Department Work Links project for \$850,000 and to include the Southwest Valley Cities of Avondale, Goodyear, Litchfield Park, Tolleson and Phoenix Pilot Project for \$210,000. Please refer to the enclosed material.

*8. Proposed Amendments to the FY 1999-2003 MAG Transportation Improvement Program

Eight amendments have been requested to the FY 1999-2003 MAG Transportation Improvement Program (TIP) that was approved by the Regional Council on September 23, 1998. The first four are "Major" amendments that involve regionally significant projects submitted by Maricopa County in

7. For information and discussion and recommendation to approve designating Maricopa County to submit a consolidated grant proposal for the Federal Transit Administration Job Access and Reverse Commute Competitive Funds, including the Maricopa County Social Services Department Work Links project for \$850,000 and (2) the Southwest Valley Cities of Avondale, Goodyear, Litchfield Park, Tolleson and Phoenix Pilot Project for \$210,000.

8. For information, discussion and recommendation to amend the FY 1999-2003 MAG Transportation Improvement Program (TIP) to include the following safety and bridge projects in FY 1999: Phoenix, 59th Avenue bridge at the Grand Canal (total cost \$1,500,000, federal share \$600,000); Phoenix, Dobbins Road at 20th Street re-alignment (total cost \$200,000, federal share \$188,600); Phoenix,

the Desert Hills region of New River. Existing guidelines indicate that projects such as these that are submitted out of cycle should be considered for addition to the TIP once it is approved and should undergo a regional emissions analysis, followed by a public hearing, prior to the TIP amendment being approved. The second four are "Minor" amendments, involving federally funded Safety and Bridge projects. These second four projects are either exempt projects for air quality conformity analysis purposes or are not regionally significant and a regional emissions analysis and public hearing are therefore not required for these projects. On November 3, 1998, the MAG Transportation Review Committee (TRC) recommended that all eight projects be added to the FY 1999-2003 MAG Transportation Improvement Program (TIP), subject to the necessary project conformity requirements. The consultation for the corresponding conformity assessment is on this agenda as a separate item. Please refer to the enclosed material.

Buckeye Road at 17th Avenue reconstruction (total cost \$230,000, federal share \$216,900); Maricopa County, Various Locations Bridge Inspections (total cost \$60,000, federal share \$48,000) subject to consultation on the necessary project conformity requirements. Also to approve the four following privately funded Maricopa County projects within the Villages at Desert Hills area in FY 2003 for an air quality regional emissions analysis: Construct new four lane roadway with bike lanes along Roadway Links B1 (total cost \$17,170,819), D1 (total cost \$1,528,509), E1 (total cost \$8,040,900) and HB (total cost \$2,813,600).

AIR QUALITY ITEM

*9. Consultation on Conformity Assessment for a Proposal to Add Four Projects to the FY 1999-2003 MAG Transportation Improvement Program

On November 3, 1998, the MAG Transportation Review Committee (TRC) recommended that four projects be added to the FY 1999-2003 MAG Transportation Improvement Program (TIP), subject to consultation on the air quality exempt status of the projects. The four FY 1999 projects are: (1) City of Phoenix, 59th Avenue at Grand Canal, replace bridge and improve approaches, (2) City of Phoenix, Dobbins Road at 20th Street re-alignment, (3) City of Phoenix, Buckeye Road at 17th Avenue reconstruction, and (4) Maricopa County, bridge inspections, various locations. Both the proposed TIP amendment and the consultation for the corresponding conformity assessment are on the agenda for the November 18, 1998 meeting of the MAG Management Committee and the December 9, 1998 meeting of the MAG Regional Council. MAG has reviewed the proposed projects for compliance with the federal conformity rule and has found project #1 (bridge reconstruction) and #4 (bridge inspections) to be exempt under that rule. Projects #2 and #3, both of which are less than one-half mile in length, were determined to be not regionally significant and therefore modeling was not

9. For information, discussion and consultation.

required. The previously existing conformity assessment presented in the 1998 Conformity Analysis for the TIP and the associated Long Range Transportation Plan Summary and 1997 Update with 1998 Addendum (LRTP) would therefore be unchanged by the proposed TIP Amendment. The conformity assessment for the Amendment is contingent upon the pending conformity determination by the Federal Highway Administration and the Federal Transit Administration of the TIP and LRTP. Comments on the conformity assessment are due by November 18, 1998. Please refer to the enclosed material.

GENERAL ITEMS

*10. Approval of Draft July 1, 1998 MAG Municipality Resident Population Updates

MAG staff has prepared draft July 1, 1998, Municipality Resident Population Updates. The Updates were prepared using data supplied and verified by MAG member agencies and a method that has been used over the past eight years. These updates were also made consistent with a draft July 1, 1998 Maricopa County Update that was approved by the State Population Technical Advisory Committee (POPTAC) on October 30, 1998 and the MAG Regional Council on November 4, 1998. The MAG Population Technical Advisory Committee (POPTAC) recommended approval of the July 1, 1998 Municipality Resident Population Update on November 5, 1998. Please refer to the enclosed material.

*11. MAG FY 2000 PSAP Equipment Funding Request and MAG FY 2000-2004 PSAP Equipment Program

At their meeting on October 22, 1998, the MAG 911 Oversight Team unanimously recommended approval of the MAG FY 2000 PSAP Funding Request and MAG FY 2000-2004 PSAP Equipment Program. These documents reflect planned improvements for this region's 911 System. The funding request for FY 2000 is required to be submitted to the Arizona Department of Administration (ADOA) by December 15, 1998. The Management Committee is requested to recommend approval of the funding request and the equipment program for submittal to ADOA. Please refer to the enclosed material.

10. For information, discussion and recommendation to approve the July 1, 1998 MAG Municipality Resident Population Updates.

11. For information, discussion and recommendation to approve the MAG FY 2000 PSAP Funding Request and MAG FY 2000-2004 PSAP Equipment Program for submittal to ADOA.

*12. Small Plant Review and Approval Process for the Burger King Restaurant and Carioca Oil Property Interim Wastewater Treatment Facility

Maricopa County has requested that MAG review the proposed Burger King Restaurant and Carioca Oil Property Interim Wastewater Treatment Facility through the Small Plant Review and Approval Process of the MAG 208 Water Quality Management Plan. The Small Plant Process is designed to allow new wastewater reclamation plants which are two million gallons per day or less in capacity to be reviewed and approved as part of the 208 Plan. The facility would be located in the unincorporated area located along the Carefree Highway at 7th Street. The capacity of the proposed interim plant is 0.015 million gallons per day (mgd) and there will be no discharge. This plant will be an interim facility. It will be replaced once the Desert Hills Community Sanitary District is established, and the collection and treatment facilities are designed and constructed. The facility is within three miles of the Town of Cave Creek and the City of Phoenix. Both jurisdictions have no objections to the proposed facility. Please refer to the enclosed material.

*13. Consultant Approval for MAG Pedestrian Plan

In May 1998 the Regional Council approved the Unified Planning Work Program which included \$70,000 for a pedestrian plan. A Request for Proposals (RFP) was advertised for consulting assistance for the development of a pedestrian plan. Three consultant proposals were received in response to the RFP. The Working Group interviewed all three consultants and unanimously agreed to recommend the Planning Center/Sprinkle Consulting be retained to assist in the development of the Pedestrian Plan. The Working Group additionally recommended that the Planning Center include the Logan Simpson Design consultant team to assist it in the development of plan goals and objectives. The Planning Center has agreed to work with the Logan Simpson Design Team. Please refer to the enclosed material.

*14. Consultant Recommendation for MAG Videoconferencing Project

In July 1998, the Regional Council approved accelerating a MAG Teleconferencing and Telecommunications Program. The initial part of this program is a MAG Videoconferencing project to

12. For information, discussion and recommendation to approve the proposed Burger King Restaurant and Carioca Oil Property Interim Wastewater Treatment Facility, as part of the MAG 208 Water Quality Management Plan.

13. For information, discussion and recommendation to select the Planning Center/Sprinkle Consulting to provide assistance to the Pedestrian Working Group in the development of a pedestrian plan for an amount not to exceed \$70,000.

14. For information, discussion and recommendation to approve the selection of Norstan to undertake the MAG Videoconferencing Project at a cost not to exceed \$46,000.

define a regional videoconferencing system that facilitates communication between MAG and its member agencies as well as among member agencies. In September 1998, a request for proposals for a study to design a videoconferencing system was issued, and on October 20, 1998, six proposals were received. After review of the proposals by an evaluation group and interviews with each of the consultants, it was unanimously recommended that Norstan be selected to undertake the MAG Videoconferencing Project at a cost not to exceed \$46,000. Please refer to the enclosed material.

ITEMS PROPOSED TO BE HEARD

VALLEY VISION 2025 UPDATE

15. Valley Vision 2025 Update

An update on the activities of the Valley Vision 2025 Committee will be provided to the members of the Management Committee.

15. For information and discussion.

TRANSPORTATION ITEMS

16. MAG Transportation Management Systems Report: FY 1999 Update (5 Minutes)

Federal regulations require considering results of six management systems and Title VI in programming projects for the Transportation Improvement Program (TIP). The Maricopa Association of Governments annually updates its TIP by adding a new fifth year to the program. The MAG Transportation Management System Report: FY 1999 Update has been prepared as a guide for jurisdictions to use during selection of projects to be included in the FY 2000-2004 MAG TIP. It includes results of six management systems as well as socioeconomic factors. A copy of the Executive Summary, plus the Section dealing with Title VI issues, is attached and a full copy of the report is available and will be distributed to Technical Advisory Committees. Guidelines for the selection of projects are under development and will be added upon approval by the Regional Council. Please refer to the enclosed material.

16. For information, discussion and recommendation to accept the MAG Transportation Management Systems Report: FY 1999 Update, subject to guidelines being added, following Regional Council approval.

17. Submission of Applications for the Transportation and Community and System Preservation Pilot Program (5 minutes)

The Transportation Efficiency Act for the 21st Century authorized the Transportation and

17. For information and discussion.

Community and System Preservation Pilot Program (TCSP). The purpose of the TCSP is to provide funding for planning grants, implementation grants and research to investigate and address the relationship between transportation and community system preservation. Letters of Intent for TCSP funds are due to the Federal Highway Administration by November 15, 1998. The guidelines provide that a Metropolitan Planning Organization may be both a project sponsor and endorse other activities proposed and submitted by a local government within its boundary. In response to the TCSP, MAG has developed a grant to support the planning efforts of Valley Vision 2025. To date, we have received a letter of intent from the City of Phoenix for the Phoenix Enterprise Community Consensus Driven Community Bus Program. Other letters of intent received by the deadline will be summarized and presented at the Management Committee. Applicants proposing construction activities will need their projects included in the MAG Transportation Improvement Program. Non-construction activities funded by TCSP should be supported or endorsed by the MPO. Please refer to the enclosed material.

18. Transportation Planning/Programming Update (15 minutes)

In July, the Regional Council took two separate actions regarding transportation funding and planning. The first action directed staff to work with the Arizona Department of Transportation (ADOT) in order for this region to receive a more equitable share of transportation funding. The second action directed staff to initiate a more proactive public outreach process and to develop early guidelines in the project selection process. As the designated Metropolitan Planning Organization, MAG has the primary responsibility for programming regional transportation funds in the five-year Transportation Improvement Program according to federal law. At the last Management Committee meeting, members were provided an update on cooperative efforts with ADOT which fundamentally change the transportation funding and programming process for this region in accord with federal law.

The role of the MPO in the programming process becomes more critical with the passage of the Transportation Equity Act for the 21st Century (TEA-21), as the State of Arizona will receive an annual average increase of over \$150 million per year in federal funds. In August, the State Transportation Board revised the ADOT Five-Year

18. For information and discussion.

Construction Program to incorporate some additional federal funding from TEA-21. For the revised ADOT Five-Year Program, approximately 11 percent of the total funding is allocated to projects in this region. This low amount may be marginally increased due to lump sums, such as pavement preservation funds, being placed by ADOT in later years of the Program and not yet assigned to any specific region.

Staff has been working with representatives from ADOT and other regions to determine what funds will be available for new projects. In addition, a proactive public involvement strategy is underway to provide input into the establishment of guidelines and statewide criteria for distributing the available funding. A Regional Stakeholders meeting has been scheduled for November 18, 1998 to bring all stakeholders together, including MAG member agency representatives, to finalize the public input. Information on changes to the funding/planning process was presented at the November 4, 1998 MAG Regional Council Transportation Subcommittee meeting and the November 4, 1998 Regional Council meeting. The Subcommittee directed staff to proceed with planning for the additional funding. An update of these activities and the involvement of the Management Committee in establishing guidelines will be provided at the meeting.

GENERAL ITEM

19. Status Update on the June 30, 1997 Single Audit and Management Letter Comments, MAG's Comprehensive Annual Financial Report (CAFR) and OMB Circular A-133 Reports (i.e., "Single Audit") for the Fiscal Year Ended June 30, 1998 and the Related Management Letter Comments (10 minutes)

A status update of management's efforts to address the June 30, 1997 Single Audit and Management Letter comments will be discussed.

The public accounting firm of Deloitte & Touche LLP has completed the audit of MAG's Comprehensive Annual Financial Report (CAFR) and Single Audit for the fiscal year ended June 30, 1998. An unqualified audit opinion was issued on August 28, 1998 on the general purpose financial statements (GPFS) and on the combining and individual financial statements in relation to the GPFS. The independent auditors' report on compliance with the requirement applicable to major federal award programs,

19. For information, discussion and recommendation to accept the MAG Comprehensive Annual Financial Report and Single Audit Report for the year ended June 30, 1998.

expressed an unqualified opinion on the Single Audit. The Single Audit report indicated there were no questioned costs. The Single Audit report provided two procedural findings aimed at improving MAG's financial management. These findings are not considered to be material. During FY 1998, management either resolved, or is currently in the process of addressing, the two findings. Management's responses are incorporated in the report. A Management Letter was also issued under separate cover providing seven recommendations to strengthen and improve areas of MAG's financial operations. No material weaknesses were reported in the letter. During FY 1998, management either resolved or is currently in the process of addressing these comments. The audit is in final preparation and will be sent in a separate mailing. Please refer to the enclosed material.

20. Report on the Maricopa County Assessors Office Accelerated Parcel Numbering Program (5 minutes)

Representatives from the Maricopa County Assessors Office will provide a report on the Accelerated Parcel Numbering Program. This program will use a new geographic information system to use digitized subdivision development data. Currently, 99 percent of all subdivisions use digitized data. After months of research with cities, Maricopa County has developed Computer Aided Drafting Standards based on those of the cities as well as those developed by the American Institute of Architects. Currently, six cities are participating in the program and are requiring developers/engineers to submit digital CAD files in their subdivision process. The County is planning to expand their existing partnership to include the remaining cities as well as the development community. Beginning in 1999, all existing tax maps will be converted into a digital format. Please refer to the enclosed material.

20. For information and discussion.